

U.S. Department of State

Office of Small and Disadvantaged
Business Utilization (OSDBU)

Annual Subcontracting
Training/Small Business
Networking Session

Wednesday, July 21, 2021




Welcome!
Mr. George Price
Director
Office of Small and Disadvantaged
Business Utilization (OSDBU)

Small Business Participation as an evaluation factor

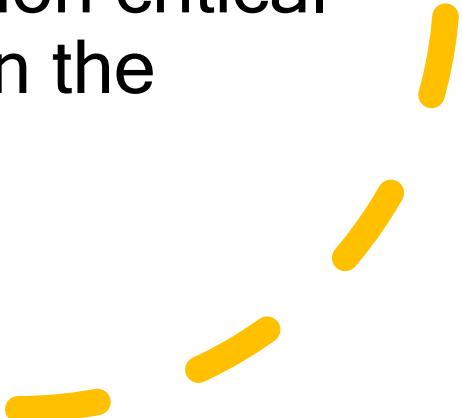
Janique Hudson
Procurement Analyst
OSDBU



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Office of Small and Disadvantaged Business Utilization (OSDBU) Mission

The Office of Small and Disadvantaged Business Utilization (OSDBU) works with industry partners, the acquisition corps, and program offices to maximize prime and **subcontracting opportunities** for U.S. Small Businesses. Our efforts help maintain a viable and innovative industrial base, promote worldwide economic development, and support mission critical functions for every bureau within the Department of State.

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How?

Establish local policy to evaluate small business participation on “certain” acquisitions:

- Full and Open acquisitions
- Meet the threshold for subcontracting plan
FAR 19.702(a) requires that all negotiated and sealed bid acquisitions that are expected to exceed **\$750,000 (\$1.5 million for construction)**
- Determined Subcontracting opportunities exist
- Change in acquisition strategy for recompet
- Where the analyst within the OSDDBU office deems appropriate

Assessing Subcontracting Plans vs Evaluating Small Business Participation

SB Subcontracting Plan (Requirement/Assessment)	SB Participation Evaluation (Requirements/Evaluation)
FAR 19.7	Internal Policy
Must be negotiated and determined acceptable by the Contracting Officer (OSDBU recommends use of the Subcontracting Plan Template and Checklist)	Solicitation establishes requirements and evaluation criteria for SB participation (OSDBU recommends use of the Small Business Participation Commitment Document (SBPCD)) when it is appropriate.
Must have 15 elements defined in FAR 52.219-9	Evaluation conducted IAW solicitation evaluation criteria
Applies to large businesses	Applies to all offerors

Market Research

Use to determine who can support the acquisition and how much of the acquisition can be subcontracted to small businesses.

1

Utilize historical data

2

Allow for responses from all sources when issuing source sought

3

Structure sources sought responses to be able to address any combination of requirement, i.e. task within the sources sought.

4

Ask the intent of the offeror, i.e. prime or subcontractor

Sample Evaluation Criteria

*** All offeror will be required to submit a response to the evaluation criteria ***

(1) The extent to which such firms are specifically identified in proposals;

(2) The extent of commitment to use such firms (for example, enforceable commitments are to be weighted more heavily than non-enforceable ones);

(3) The complexity and variety of the work small firms are to perform;

(4) The realism of the proposal;

(5) Past performance of the offerors in complying with requirements of the clauses at FAR 52.219-8, Utilization of Small Business Concerns, and 52.219-9, Small Business Subcontracting Plan; and

(6) The extent of participation of such firms in terms of the value of the total acquisition.

Sample Tool used to evaluate small business participation in a solicitation

Small Business Participation Commitment Document (SBPCD)

1. **Prime Contractor Size:**

Indicate the applicable size and socioeconomic categories -- all that apply:

- ☐ Other than Small Business or
- ☐ Small Business also categorized as a
 - ☐ Small Disadvantaged Business (SDB)
 - ☐ Woman-Owned Small Business (WOSB)
 - ☐ Historically Underutilized Business Zone (HUBZone) Small Business
 - ☐ Service Disabled Veteran Owned Small Business (SDVOSB)

2. **Minimum Quantitative Requirement (MQR) -- Participation of Small Businesses***

%

*Small Business Participation, reporting applies

2.1 Total Contract Value (Awarded) \$

2.2 Minimum Quantitative Requirement (MQR)

Business Category	Dollar Value	% of Total Contract Value
Total Contract Value -- Prime Contractor	\$	%
Total Small Business	\$	%
Small Disadvantaged Business	\$	%
Woman-Owned Small Business	\$	%
HUBZone Small Business	\$	%
Veteran-Owned Small Business	\$	%
Service-Disabled Veteran-Owned Small Business	\$	%
Total:	\$	%

Note: When completing Section 2 of the SBPCD and MQR, state the Small Business Participation as a percentage (%) of the entire contract amount which includes all option periods (include FAR 52.217 - 8 optional 6-month extension if it being evaluated at the time of proposal submission). 2.1 Total Contract Value (Awarded) will equal 2.2 MQR-- the sum of prime contractor and total small business.

Sample Tool to be used to evaluate small business participation in a solicitation

3. *Small Business Participants **
** Changes to this form must be pre-approved by Contracting Officer*

Company Name and /DUNS #	Business Category(ies) (SB, WOSB, SDB, VOSB, SDVOSB)	Product(s)/Service(s) to be Provided (List task(s) as prescribed in the PWS)	NAICS Code	Nature of Commitment (i.e., letter of commitment, signed teaming agreements, joint ventures, mentor protégé agreements, others)


Note: Complete each column in Part 3, identify each subcontractor by name and DUNS #; the Small Business Category, Products/Services related to the work each subcontractor will perform, the NAICS associated with the work to be subcontracted and the Nature of the subcontracting commitment, such as letters of commitment, signed teaming agreements, joint ventures, or mentor protégé agreements.

This form's headings, data elements and format should not to be edited or modified. Page 2 can be used multiple times if there is a need to add more small business participants. The form is to be used as it is presented in the solicitation. The binding commitments identified under Nature of Commitments will become enforceable contractual requirements.

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After contract execution

Any items evaluated during source selection will be monitored and reported on during contract administration. Some elements may be incorporated into the resulting contract and will be assessed as contract performance.

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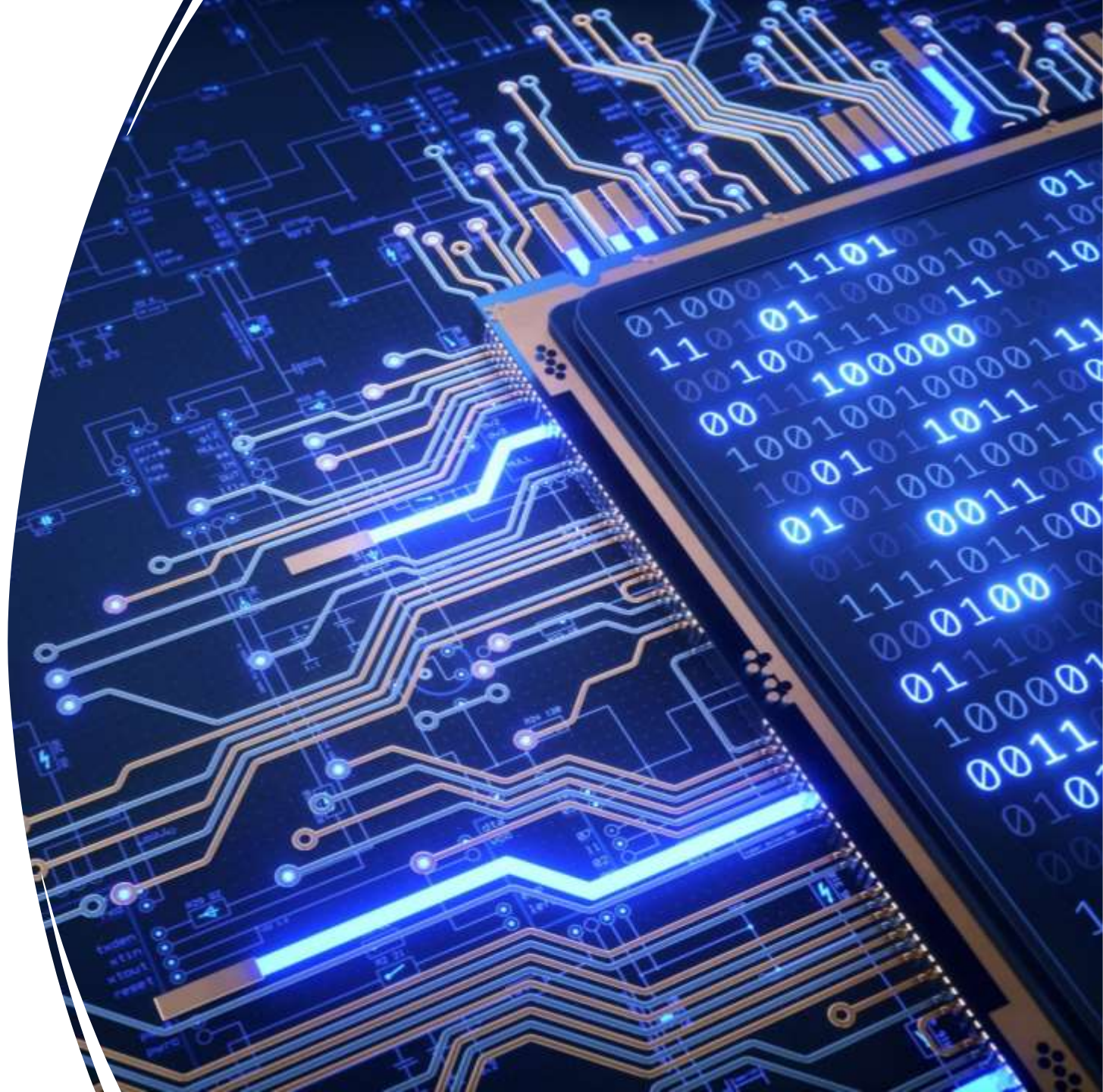


Questions



Guidance on Security Clearance

-
- Moderator: Janique Hudson, Procurement Analyst OSDDBU
 - Panelist:
 - Mark Hagedorn, Attorney-Advisor, Office of Procurement Law at SBA
 - Michael Hawk, Department of State
 - Kimberly Baugher, Department of State
 - Keith Minard, Defense Counterintelligence and Security Agency (DCSA)
 - Booker Bland, Defense Counterintelligence and Security Agency (DCSA)





Accelerating the Growth of Veteran Owned Small Businesses in the Federal Marketplace



Mauricio Vera

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Accelerating Growth: What is VIP?

We train “companies,” not individuals

- A 27-hour comprehensive certification program
- Hands-on, market-based instruction that helps establish best business practices for Federal gov't
- Owner, principal or C-level exec for VOSB/SDVOSB
- Offered nationwide at **no cost** to participants
- **1,764** graduate companies from all **50 states**, Washington D.C., Puerto Rico, and Guam

Accelerating Growth: What is VIP?

- 3 Days at the Bolger Center in Potomac, MD - only 11 miles from the White House
- Instructors are Industry Subject Matter Experts
- Interactive Q&A sessions and networking opportunities
- Feature CEO Lessons Learned Panel



Accelerating Growth: What is VIP?

VIP Programs Reduce Risk

Business Mistakes are Expensive and Often Times Fatal to a Small Business

- Reduce risk to companies, teaming partners, and gov't
- Learn from 30+ highly experienced industry and government professionals across 20+ topics
- Accelerate growth through best business practices

Curriculum

- Accounting/Budgets/Developing Rates
- Cybersecurity Compliance
- Financing/Capital Management/Banking
- Business Development
- Simplified Acquisitions
- Supply Chain Management
- Indirect Rates
- Managing Human Resources
- Contract Negotiation Strategies
- Market Analysis
- **AND MORE!**

SOME PLANT THE SEEDS

VIP WATERS THE PLANTS



On average, VIP graduate companies have been
in business **7 years** with **12 employees**

ELIGIBILITY REQUIREMENTS

IN ORDER TO PARTICIPATE IN ANY VIP PROGRAM, YOU MUST BE A
VOSB/SDVOSB AND AN OWNER/EXEC/PRINCIPAL
AS WELL AS....



START

- ≥ 1 YR IN BUSINESS
- REVENUE IN PAST YEAR
- OWNER WORKING FULL-TIME
- LIVE WEBSITE
- REGISTERED IN SAM.GOV



GROW

- ≥ 2 YRS IN BUSINESS
- ≥ 3 FTE
- EXPERIENCE PERFORMING ON FEDERAL CONTRACTS
- LIVE WEBSITE
- REGISTERED IN SAM.GOV



INTERNATIONAL

- ≥ 3 YR IN BUSINESS
- ≥ 3 FTE
- VIP GRADUATE
- EXPERIENCE PERFORMING FEDERAL CONTRACTS



AEROSPACE

- ≥ 4 YR IN BUSINESS
- ≥ 3 FTE
- VIP GROW GRADUATE
- SERVICE/PRODUCT ALIGNS WITH AEROSPACE MARKET



83%

of VIP Graduates say
they changed the way
they do business after
attending VIP

VIP BY THE NUMBERS

\$4.9 Billion in Prime Awards to VIP
Graduates since 2010

VIP START Graduates grow **74%** one
year after graduation and **246%** two
years after

VIP GROW graduates grow **61%** one
year after graduation and **224%** two
years after

85% of the VIP graduates are still in
business **10** or more years

\$243,843,704

in Total Prime Contract
Dollar Obligations

VIP BY THE NUMBERS

DEPT OF STATE STATS

73 VIP Grad companies, located
in **17** states and Washington D.C.,
have been doing work with DOS
since 2010

4 of those Companies are in Rural
areas, totaling **\$850,181**

THE GIFT THAT KEEPS ON GIVING



MENTORSHIP

- INDUSTRY EXPERT INSTRUCTORS
- VIP ALUMNI NETWORK
- VIP PARTNERS



EXCLUSIVE OPPORTUNITIES

- VIP MARKETPLACE
- EXCLUSIVE IMMEDIATE NEED OPPORTUNITIES
- MATCHMAKING WITH PRIMES AND GOVERNMENT



CONTINUING EDUCATION

- VIP ALUMNI LESSONS LEARNED
- GRADUATE EDUCATION PROGRAMS

VIP 2021 Upcoming Programs

Apply NOW at NationalVIP.org

Qualified applicants are accepted on a first come basis

Program Dates Coming Soon



START



GROW



INTERNATIONAL



AEROSPACE



Intermission
10-minute break



Large Business Discussion

- Moderator: Thelma Edmunds, Procurement Analyst OSDDBU
- Panelist:
 - Jacqui Fogg, TetraTech
 - Maggie Lamborn, Dexis
 - David Skinner, B.L. Harbert, Int.
 - Chad Wilson, B.L. Harbert, Int.



Discussion on eSRS and Subcontracting Plans

- Moderator: Janique Hudson, Procurement Analyst OSDBU
- Panelist:
 - Renee Hill, Department of State
 - Joshua Blow, SBA PCR





Helping business do business with government

- ✓ Full training calendar: virginiaptac.org & [useful links](#)
- ✓ Register for free counseling: <https://virginiaptac.org/services/counseling/>
- ✓ Your “one stop” shop for Government Contracting assistance
- ✓ Reach us at ptac@gmu.edu or 703-277-7750



This procurement technical assistance center is funded in part through a cooperative agreement with the [Defense Logistics Agency](#).

Resources Points of Contact

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Resources Websites

- <https://www.state.gov/marketing-resources-doing-business-with-the-department-of-state/>
- <https://www.dcsa.mil/>
- <https://www.state.gov/facility-security-clearances-faq/>
- <https://nationalvip.org/>
- <https://www.esrs.gov/resources>

Thank you!



Helping business do business with government